

**Friends of Regent House**

**Trustees' and Independent Examiners Report**

**For the year ended 31<sup>st</sup> August 2023**

**Charity Number: NIC 104611**

**Friends of Regent House**  
**Annual Report for the year ended 31<sup>st</sup> August 2023**

**Contents**

	Pages
References and Administrative details of the charity	3
Trustees' Report	3-6
Independent Examiners report	7

**Friends of Regent House**  
**References and Administrative details**

**Charity Name:** Friends of Regent House

**Charity Registration Number:** NIC 104611

**Contact Address:** Joanne McKee  
2 Newtown Heights  
Newtownards  
BT23 7YG

**Trustees:**

Mr Michael Carville

Mr Marcus Blair

Ms Joanne McKee

**Principal Office Bearers:**

Treasurer: Marcus Blair

Secretary: Elaine McWilliams

Chair: Joanne McKee

**Independent Examiner:** Mrs Rhonda McIlveen

**Bankers:** Dankse  
Newtownards Branch

## **Trustees' Annual Report for the year ended 31<sup>st</sup> August 2023**

The Trustees present the annual report and statements of Receipts and Payments and Assets and Liabilities for Friends of Regent House for the year ended 31<sup>st</sup> August 2023.

### **Objectives and Activities – Charitable Purpose**

#### **Purpose 1: Improved relationships between home and school**

The benefit which flows from this purpose includes funding for additional resources for the school and links built with the local community.

This is demonstrated through having an active PTA that works in partnership with the school and engages parental support.

This purpose does not lead to harm.

The benefit is for children at Regent House Grammar and Prep school.

Charity trustees (PTA committee members) are usually also parents at the school which their children attend and hence gain benefit in the same way as all other beneficiaries. This benefit is incidental and necessary to ensure the benefit is provided to all beneficiaries.

#### **Purpose 2: Advancing the education of pupils in the school**

The benefit which flows from this purpose includes increased educational progress and attainment of pupils in the school and links built with the local community.

This is demonstrated through pupils having access to resources, events, activities and links with the local community which are not available through direct school funding.

This purpose does not lead to harm.

The benefit is for children at Regent House Grammar and Prep school.

Charity trustees (PTA committee members) are usually also parents at the school which their children attend and hence gain benefit in the same way as all other beneficiaries. This benefit is incidental and necessary to ensure the benefit is provided to all beneficiaries..

### **Achievements, Performance & Public Benefit**

Our PTA is made up of a group of elected parents and staff. All parents and staff are invited to share their skills and help at events we run through a programme of events throughout the year, which are available to pupils, their family and friends and the wider community.

Every year we run at least one large fundraising event. For this accounting period it was a Colour Run and an Online Auction which was open to the school and wider community. Other activities included a Year 8 Disco along with various other smaller fundraisers.

In close consultation with the Principal and teachers, we agree to fund a range of items and services that directly benefit the school and the children. In recent years we have bought sound and lighting equipment for the performance studio, we have raised money for the Music Department, IPADs, sports equipment and defibrillators.

We are a fundraising organisation with an important element – promoting social inclusion, community relations and providing a less formal communication channel between the parent body and the school.

### **Financial Review year ended 31<sup>st</sup> August 2023.**

The income from various sources was £9,002 with outgoings of £3489.

It is the Trustees Policy to hold sufficient reserves to cover unexpected emergencies.

### **Going Concern**

The Trustees have reviewed the budgets for the year ahead and are satisfied that there are adequate funds in place to ensure that the Committee can continue its activities; and that the financial statements for the year ended 31<sup>st</sup> August 2023 can be signed off as a going concern.

### **Structure, Governance and Management**

#### **Governing Document and Constitution of the Charity**

Chapter III of the Constitution of the Church of Ireland governs Parishes and Parochial Organisation. The Select Vestry members are the Charity Trustees.

#### **Appointment of Trustees and Members**

An AGM is held annually and all parents within the school Community are invited to attend. An overview of the fundraisers undertaken is presented along with the Treasurers account on the financial accounts. The Committee are then stood down and a new Committee elected along with Office Bearers – Chair, Treasurer and Secretary.

#### **Pay and remuneration**

There is no pay or remuneration for members or Office bearers. This is entirely voluntary,

#### **Organisational Structure**

The Committee are responsible for the management of any fundraising events and are responsible for making decisions on matters of finance, allocation of monies and decisions on fundraising activities. They meet on a monthly basis and meetings may be convened at any time outside of this by the Chairperson.



## **Independent Examiners Report to the Trustees of Friends of Regent House**

I report on the accounts of the Trustees for the year ended 31<sup>st</sup> August 2023.

### **Respective responsibilities of charity trustees and examiner**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the Charities Act (Northern Ireland) 2008.

It is my responsibility to:

- Examine the accounts under Section 65 of the Charities Act
- Follow the procedures laid down in the general Directions given by the Commission under Section 65(9)(b) of the Charities Act
- State whether particular matters have come to my attention.

### **Basis of Independent Examiner's Report**

I have examined your charity accounts as required under Section 65 of the Charities Act and my examination was carried out in accordance with the general Directions given by the Charity Commission for Northern Ireland under Section 65(9)(b) of the Charities Act.

My examination included a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as charity trustees concerning any such matters.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. That accounting records were not kept in accordance with Section 63 of the Charities Act
2. That the accounts do not accord with those accounting records
3. That the amounts do not comply with the accounting requirements of the Charities Act
4. That there is further information needed for a proper understanding of the accounts to be reached.

### **Independent Examiner's Statement**

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission for Northern Ireland; I have found no matters that require drawing to your attention.

Name:

**R McIlveen**

Date:

17.07.25

## **Accounting policies**

Set out below are the principal accounting policies which have been adopted in the compilation of the Receipts and Payments Account and the Statement of Assets and Liabilities.

### **(a) Receipts and Payments Account**

All items of income and expenditure included within the Receipts and Payments Accounts have been accounted for on a cash receipts basis.

### **(b) Statement of Assets and Liabilities**

#### **(c) Assets retained for own use.**

- Candyfloss Machine
- Clothes rails for Uniform sales

